Part 407 – Pay Policy

Subpart A -General

CO407.1(d)(2)(i)

§CO407.1 <u>Responsibilities</u>

- (d) Employees will:
 - (2) Request and receive approval for overtime in advance.
 - (i) All requests for overtime will be submitted in writing using form USDA-NRCS, CO-FNM-2, dated 10/01 (attached) to the State Conservationist.